

Strategic Planning & System Performance Committee Charter

Committee Purpose:

Review and analyze system-wide data to guide strategic planning and funding prioritization in order to maximize effectiveness of Lake County's homeless services delivery system.

Project Goals:

1. Develop a strategic plan for the Lake County Coalition for the Homeless
2. Identify system performance measures and set system-wide targets.
3. Monitor progress toward system performance measures and strategic plan goals.
4. Ensure compliance with all system-wide HUD standards and requirements.

Expected Outcomes:

- Review and maintain committee charter
- Conduct annual gaps analysis of homeless persons' needs and services
- Conduct racial equity analysis and identify any disparities
- Spearhead efforts to further analyze and strategically address any disparities identified
- Establish system performance targets
- Establish priorities for Continuum of Care and Emergency Solution Grant funding to guide funding decisions
- Work with Project Performance and Monitoring committee to form and maintain a funding work group consisting of objective individuals who have no vested interest in the funding decisions
- Develop policies and procedures to address HUD system-wide standards and requirements
- Support the training and use of SOAR within the homeless service system
- Identify strategies to address youth homelessness
- Identify and pursue opportunities to enhance the homeless services system and increase capacity
- Integrate local housing authorities into the homeless services system

Activities:

- The Committee will meet on a monthly basis, at least 9 times per year.
- Provide information and feedback to the Lake County Coalition for the Homeless Board, and the community at-large regarding strategic planning efforts and system performance measures.
- Conduct annual assessments of system-wide needs and racial disparities
- Recommend changes or improvements to our processes, based on system-wide performance data, to the Lake County Coalition for the Homeless Board.
- Oversee the Youth Work Group and SOAR cohorts.
- Create annual funding prioritization plan
- Continually monitor system-wide performance
- Conduct continuous quality improvement activities
- Provide feedback to and support efforts of the Continuum of Care Coordinator
- Develop and update Continuum of Care policies as needed, such as Non-Discrimination/Equal Access to Housing, Fair Housing Laws, Domestic Violence, and Budgeting.

Membership and Roles:

- Participation is open to anyone regardless of their membership in the Lake County Coalition for the Homeless.
- Committee chair will be elected annually by the Coalition Board members.

- Committee Chair is responsible for the following:
 - Develop an agenda for each meeting
 - Serve as the point of contact for anyone seeking more information or having concerns about the system-wide performance measures and strategic planning efforts.
 - Ensure minutes are taken at each meeting of the committee.
 - Attend at least 90% of the committee meetings.
- All members must attend at least 75% of meetings per year.
- The committee will aim to have representation from a diverse array of stakeholders influential in planning, measurement, housing, and services.
- The Continuum of Care Coordinator will serve as an advisory member and attend at least 90% of the meetings per year.

Relationship to other Groups:

- Committee chair will report progress to the Steering Council at their regular meetings
- Committee will make recommendations to the full Lake County Coalition for the Homeless Board for consideration
- Committee will provide data/reports to other committees to assist with the overall county's goal of ending homelessness and making strategic decisions.
- During funding cycles, the committee will work closely with the Project Performance and Monitoring Committee to ensure strategically effective, fair, and transparent funding decision processes.
- Committee will provide oversight of the Youth Work Group.
- Committee will provide oversight of the SOAR cohorts.